

# Handbook for the Palm™ Mini Keyboard

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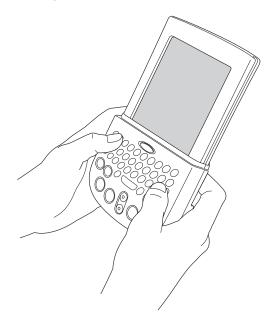
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# Introducing the Palm<sup>™</sup> Mini Keyboard

The Palm<sup>TM</sup> Mini Keyboard is designed to make entering data easy. An alternative to Graffiti® writing and the onscreen keyboard, the Palm Mini Keyboard allows you to type e-mail and instant messages, and perform quick data-entry while on-the-go.



# Installing the application

Before you install the Palm Mini Keyboard application on your handheld, it's a good idea to perform a HotSync® operation to back up your data.

The application for the Palm Mini Keyboard controls the way the keyboard interacts with your handheld. It's a PRC file like most other applications for your handheld, and you install it just like any other application.

**NOTE** The Palm Mini Keyboard application is a background application, so no icon will appear in the Applications Launcher.

#### To load the keyboard application on a Windows computer:

- Insert the CD-ROM into the CD-ROM drive, and then double-click the CD-ROM drive icon.
- 2. Double-click the Mini Keyboard.prc file; this opens the Install Tool.
- In the User drop-down list, select the name that corresponds to your handheld, and then click OK.
- 4. Click Done, and when the confirmation message appears, click OK.
- Perform a HotSync operation to install the keyboard application on your handheld.

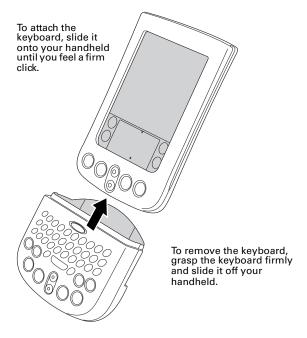
#### To load the keyboard application on a Mac computer:

- 1. Insert the CD-ROM into the CD-ROM drive.
- In Palm<sup>™</sup> Desktop software, from the HotSync menu, select Install Handheld Files.
- 3. In the User pop-up menu, select the name that corresponds to your handheld.
- **4.** Drag Mini Keyboard.prc to the Install Handheld Files dialog box.
- Perform a HotSync operation to install the keyboard application on your handheld.

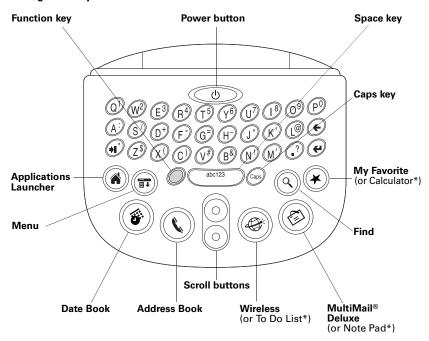
Now you're ready to use your keyboard.

**NOTE** To find version and size information about the keyboard application, tap the Applications icon  $\bigcirc$ , tap the Menu icon  $\bigcirc$ , and then tap Info.

# Attaching and removing the keyboard



# Using the keyboard



<sup>\*</sup> Depending on your model, some icons may be different than those shown in the diagram.

#### Turning on and off your handheld

Press the power button at the top of the keyboard to turn your handheld on and off. You can also turn on your handheld by pressing any of the application buttons.

## Function and caps keys

To type numbers and symbols shown in blue on your Palm Mini Keyboard, such as #, &, and !, use the blue function key . Press the function key once for a temporary shift. The next key you type enters the symbol. Press the function key twice to lock. Press the key once again to release the lock.

To type capital letters use the Caps key . Press this key once for a temporary shift or twice for caps lock. Press the key again to release caps lock.

## Application buttons

Press application buttons to open applications, just as you would on your handheld. Pressing any of the application buttons also turns on your handheld.

## International keyboard

To display the Palm OS® International keyboard, press the function key  $\bigcirc$ , and then press the space key. This is equivalent to tapping "abc" in the Graffiti writing area and then tapping "Int'l".

#### Menu shortcuts

You can use shortcuts on the Palm Mini Keyboard to execute commands such as the ones shown in the menu on the right.

#### To use a menu shortcut:

- **1**. Press the function key  $\bigcirc$ .
- 2. Press the Caps key 🖼.
- Press the key for the command you want to execute.

Message Options Accounts				
Select All Deselect All	<b>∠</b> T <b>∠</b> Q			
Get Message Move To Mark Read Mark Unread	/B /V /N /O			
Delete Empty Trash	∕¥ ⁄E			

For example, to delete an e-mail message in MultiMail Deluxe, press the function key, then press the Caps key, and then press Y.

## Moving between fields

To move between fields, press the function key  $\bigcirc$ , and then press either the up or down scroll button. For example, to jump from the Last name field to the First name field in a new Address Book entry, press the function key, and then press the down scroll button.

#### Onscreen buttons

Some of the buttons on your handheld screen can be selected using key combinations.

New button. Press the function key , and then press the backspace key.

Done Done button. Press the function key , and then press the return key. This command also selects the OK button and the Send button.

OK button. Press the function key , and then press the return key.

Send button. Press the function key , and then press the return key.

# **Product Regulatory and Safety Information**

#### **FCC Statement**

This device complies with part 15 of the FCC rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

**NOTE** This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

The use of shielded I/O cables is required when connecting this equipment to any and all optional peripheral or host devices. Failure to do so may violate FCC rules.

**CAUTION** Changes or modifications not covered in this manual must be approved in writing by the manufacturer's Regulatory Engineering Department. Changes or modifications made without written approval may void the user's authority to operate this equipment.

#### Responsible Party:

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For consumer inquiries, please contact Palm, Inc. at www.palm.com.

# Safety Statement

**WARNING** Prolonged or improper use of the keyboard may result in discomfort or injury.

You should use the method of inputting data into your Palm OS® handheld that is the most comfortable for you. You may use this keyboard or purchase any of several shapes of styli from Palm, Inc. or third party accessory providers.

The keyboard is not intended for extended or intensive use. If discomfort develops, consider changing your method of input or the manner in which you use the keyboard or stylus. If discomfort or pain persists, either decrease usage or consult a medical or ergonomics professional.

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